

Zoning Confirmation Report

Terms of Reference

1. Description

The purpose of the Zoning Confirmation Report (ZCR) is to identify all zoning compliance issues, if any, at the outset of a *Planning Act* application.

2. When Required

- All zoning by-law amendment applications; and
- All site plan control applications.

3. Contents

The Zoning Confirmation Report comprises two components depending on the type of application submitted:

Component 1 – Zoning Confirmation Report Checklist

Is required for all Site Plan Control applications and all Zoning By-law amendment applications. The intent of the ZCR Checklist is to determine whether a proposal meets the requirements of the Zoning By-law or whether relief is required before the application can be deemed complete. The applicant is required to fill out the ZCR Checklist that forms part of this Terms of Reference.

- ZCR Checklist - Refer to Annex 1

Component 2 – Zoning Confirmation Report Draft List of Requested Relief

Is required for all Zoning By-law amendment applications only and consists of a draft list of requested relief from the Zoning By-law. The intent is for the applicant to ensure that the requested relief is comprehensive, specific and consistent with the rest of the Zoning By-law.

- ZCR Draft List of Requested Relief - Refer to Annex 2

NOTE: The requirements of the two ZCR components may be modified by staff on a case-by-case basis to suit the development.

4. Roles and Responsibilities / Qualifications

A Zoning Confirmation Report must be signed by the applicant or an authorized representative of the applicant.



5. Annex 1 - Zoning Confirmation Report Checklist

| A. Project Information | | | |
|-------------------------------|---|---|--|
| Review Date: | | Official Plan designation: | Suburban Transect, Kanata North Economic District |
| Municipal Address(es): | 2000 Innovation Drive (one lot for zoning purposes with 3000 Innovation Drive) | Legal Description: | Block 3 and Part of Block 11 Registered Plan 4M-1075 and part of Block 5, Registered Plan 4M-1104, City of Ottawa, being all PINs 04518-0077, 04518-0103, 04518-0104, 04518-0105 and 4518-0109. Expanded legal description provided in comments. |
| Scope of Work: | New accessory building to existing technology industry buildings (OTT01 and OTT02) on site. The accessory building will provide support in cooling and power generation to ensure continued operations. | | |
| Existing Zoning Code: | IG6 H(44) | By-law Number: | 2008-250 |
| Schedule 1 / 1A Area: | Area C | Overlays Applicable¹: | NA |

¹ Mature Neighbourhoods Overlay, Floodplain Overlay, and/or Heritage Overlay.

| B. Zoning Review | | | |
|--|---|--------------------------|-----------------|
| For Zoning By-law Amendments, please use the proposed zone and subzone requirements, if different than existing. | | | |
| Proposed Zone/Subzone (Zoning By-law Amendments only): | No amendment proposed. | | |
| Zoning Provisions ¹ | By-law Requirement or Applicable Section, Exception or Schedule Reference | Proposal | Compliant (Y/N) |
| Principal Land Use(s) | Technology Industry | Technology Industry | Y |
| Lot Width | 45 m | 335 m | Y |
| Lot Area | 4000 m ² | 78,344.74 m ² | Y |
| Front Yard Set Back² | 12 m | 118.8 m | Y |
| Corner Side Yard Setback | 12 m | NA | Y |
| Interior Side Yard Setback | 7.5 m | 64.3 m | Y |
| Rear Yard Setback | 3 m | 85 m | Y |
| Lot Coverage Floor Space Index (F.S.I.) | NA | NA | Y |
| Building Height³ | 44 m | 6.2 m | Y |
| Accessory Buildings Section 55 | Refer to applicable provisions below | See below | Y |



| | | | |
|--|---------------|---|---|
| Projections into Height Limit Section 64 | NA | NA | Y |
| Projections into Required Yards Section 65 | NA | NA | Y |
| Required Parking Spaces Section 101 and 103 | 99 spaces | 700 spaces (including proposed reduction) | Y |
| Visitor Parking spaces Section 102 | NA | NA | Y |
| Size of Space Section 105 and 106 | 2.6 m x 5.2 m | 2.6 m x 5.5 m | Y |
| Driveway Width Section 107 | 6 m | 7.5 m | Y |
| Aisle Width Section 107 | 6.7 m | 7 m | Y |
| Location of Parking Section 109 | NA | NA | Y |
| Refuse Collection Section 110 | NA | NA | Y |
| Bicycle Parking Rates Section 111 | 20 spaces | 40 spaces (20 at OTT01, 20 at OTT02) | Y |
| Amenity Space Section 137 | NA | NA | Y |
| Other applicable relevant Provision(s) | | | |
| Maximum Lot Coverage (Section 200) | 45% | 14.2 % | Y |
| Accessory Building Rear Yard Setback and Interior Side Yard Setback (Section 55) | 0 m | 85 m | Y |
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¹ This template represents a small selection of applicable provisions. Please consider the lot's geography (i.e. corner/through lot, proximity to water, inside/outside Greenbelt) and proposed land use (i.e. drive through operation, outdoor commercial patio, Planned Unit Development, long semi) and consult the by-law to determine which other sections of the By-law must be met. This can be attached in a separate document.

² Note that different performance standards apply to low-rise residential development inside the Greenbelt. Please reference Section 144 for these standards, where applicable.

³ This includes maximum building height, minimum building height and stepback provisions, where they exist

E. Comments / Calculations

Parking

Requirement: 0.8 per 100 m2 for the first 5000 m2 GFA, then 0.4 per 100 m2
 $((5000/100) \times 0.8) + ((14729/100) \times 0.4) = 40 + 59 = 99$ spaces

Bicycle Parking

Requirement: 1 space per 1000 m2 GFA
 $= 19729/1000 = 20$ spaces

Expanded Legal Description

2000 Innovation Drive:

PIN 045180077: BLOCK 3, PLAN 4M1075, KANATA.

PIN 045180104: PART BLOCK 5 PLAN 4M1104 BEING PARTS 10 TO 13 ON 4R21581; OTTAWA S/T EASEMENT OVER PTS 11 & 12 ON 4R21581 IN FAVOUR OF PT BLK 5 PLAN 4M1104PTS 1 TO 7 ON 4R21581; PT BLK 2 PL 4M1104 PT 15 ON 4R21581; PT BLK 11 PL 4M1075 PTS 16 TO 19 ON 4R21581 AS IN OC677520. S/T EASEMENT OVER PTS 11 AND 12 ON 4R21581 IN FAVOUR OF BLOCK 2 PL 4M1104 EXCEPT PT 15 ON 4R21581 AS IN OC677521. T/W EASEMENT OVER PT BLK 5 PL 4M1104 PTS 6 & 7 ON 4R21581 AS IN OC677530. T/W EASEMENT OVER PT BLK 11 PL 4M1075 PT 19 ON 4R21581 AS IN OC677530.

PIN 045180105: PART OF BLOCK 5 PLAN 4M1104 BEING PART 14 ON 4R21581; OTTAWA T/W EASEMENT OVER PT BLK 5 PL 4M1104 PTS 6 & 7 ON 4R21581 AS IN OC677530. T/W EASEMENT OVER PT BLK 11 PL 4M1075 PT 19 ON 4R21581 AS IN OC677530.

3000 Innovation Drive:

PIN 045180109: PART OF BLOCK 11 PLAN 4M1075 BEING PARTS 20 TO 38 ON 4R21581; OTTAWA S/T EASEMENT IN FAVOUR OF THE HYDROELECTRIC POWER COMMISSION OF ONTARIO OVER PARTS 20,21,31 & 32 ON 4R21581 AS IN MH3289. S/T EASEMENT IN FAVOUR OF THE HYDRO-ELECTRIC POWER COMMISSION OC ONTARIO OVER PARTS 21,22,32 & 33 ON 4R21581 AS IN MH3515. S/T EASEMENT IN FVOUR OF THE KANATA HYDRO-ELECTRIC COMMISSION OVER PARTS 22 & 33 ON 4R21581 AS IN LT599592. S/T EASEMENT OVER PTS 20,21,22,23,24,25, 26,28 ON 4R21581 IN FA VOUR OF PT BLK 5 PL 4M1104 PTS 1 TO 7 ON 4R21581, PT BLK 2 PL 4M1104 PT 15 ON 4R21581, PT BLK 11 PL 4M1075 PTS 16 TO 19 ON 4R21581 AS IN OC677518. S/T EASEMENT OVER PTS 29 & 30 ON 4R21581 IN FAVOUR OF PT BLK 5 PL 4M1104 PTS 1 TO 7 ON 4R21581, PT BLK 2 PL 4M1104 PT 15 ON 4R21581, PT BLK 11PL 4M1075 PTS 16 TO 19 ON 4R21581 AS IN OC677519. S/T EASEMENT OVER PTS 35 & 27 ON 4R21581 IN FAVOUR OF PT BLK 5 PL 4M1104 PTS 1 TO 7 ON 4R21581, PT BLK 2 PL 4M1104 PT 15 ON 4R21581, PT BLK 11 PL 4M1 075 PTS 16 TO 19 ON 4R21581 AS IN OC677520. S/T EASEMENTOVER PTS 35 & 37 ON 4R21581 IN FAVOUR OF BLOCK 2 PL 4M1104 SAVE AND EXCEPT PT 15 ON 4R21581 AS IN OC677521. T/W EASEMENT OVER PT BLK 5 PL 4M1104 PTS 6 & 7 ON 4R21581 AS IN OC677530. T/W EASEMENT OVER PT BLK 11 PL 4M1075 PT 19 ON 4R21581 AS IN OC677530. S/T AN EASEMENT IN GROSS, OVER PARTS 24, 25, 27, 28, 29 AND 30 ON PLAN 4R-21581, AS IN OC815676.

PIN 045180103: PART OF BLOCK 5 PLAN 4M1104 BEING PARTS 8 & 9 ON 4R21581; OTTAWA S/T EASEMENT OVER PT 8 ON 4R21581 IN FAVOUR OF PT BLK 5 PL 4M1104 PTS 1 TO7 ON 4R21581; PT BLK 2 PL 4M1104 PT 15 4R21581; PT BLK 11 PL 4M1075 PTS 16 TO 19 ON 4R21581 AS IN OC677518. T/W EASEMENT OVER PT BLK 5 PL 4M1104 PTS 6 & 7 ON 4R21581 AS IN OC677530. T/W EASEMENT OVER PT BLK 11 PL 4M1075 PT 19 ON 4R21581 AS IN OC677530. S/T AN EASEMENT IN GROSS AS IN OC815676.



6. Annex 2 - Zoning Confirmation Report Draft List of Requested Relief from Zoning

As part of a Zoning By-law Amendment application, the applicant is required to identify all required relief from the Zoning By-law for the development that is the subject of the application. Below is an example of how the applicant should structure this component of the submission requirements for the Zoning Confirmation Report Draft List of Requested Relief.

- **The Draft List of Requested Relief from Zoning is a list of those items indicated as “not compliant” as identified through Component 1: Zoning Confirmation Report Checklist.** A template list is provided below, with examples.
- The list is required so that City staff can review the requested relief and determine if the application is complete and consistent. The onus is placed on the applicant to identify all needed relief for the proposed development.
- **A draft zoning schedule is required to be provided with Annex 2, if it is anticipated to be required.** A zoning schedule may be required when specific relief such as for height, setbacks, stepbacks or land uses need to be isolated to certain locations on the lot.

| Draft List of Requested Relief from Zoning | | |
|--|-------------|---------------------|
| By-law Requirement or Applicable Section | Requirement | Proposed |
| Ex. Permitted land uses in GM2 (s. 188) | N/A | Museum ¹ |
| Ex. Front yard setback (Table 187) | 3 m | 2.5 m |
| Ex. Parking Rate (s. 101) | 20 spaces | 12 spaces |
| | | |
| | | |
| | | |

¹ Only the non-compliant land use(s) needs to be listed in this column.